

## BANNER REQUEST FORM

NAME OF ORGANIZATION OR INDIVIDUAL

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MAILING ADDRESS\_\_\_\_\_

DATES REQUESTING TO HANG BANNER (two week period)

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TELEPHONE NUMBER\_\_\_\_\_

SIGNATURE OF APPLICANT/CONTACT PERSON \_\_\_\_\_

EMAIL ADDRESS\_\_\_\_\_

WHAT THE BANNER WILL BE ANNOUNCING, WHAT IS THE EVENT?

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The following conditions are to be adhered to as part of the approval for hanging of a banner.

1. The banner may be no larger than **8 x 2** in order to allow the hanging of two banners on the posts in the common. Please be courteous to others who may be hanging a banner during the same time.
2. No banner shall be hung on the Gazebo unless special permission is granted by the Board of Selectmen.
3. No commercial advertising will be allowed on the banner.
4. The Selectmen may refuse permission to hang a banner if it is in questionable taste.
5. Banners may be hung for a maximum of two weeks before the announced event.
6. The banner is to be removed on the date stipulated in this permit.

**\*\*Please note that certain times during the year the banner pole fills quickly. It is recommended that you make your request early. Please contact Cindy at 508-660-7277 with any questions you might have. You may email the request to [cberube@walpole-ma.gov](mailto:cberube@walpole-ma.gov) or mail to Selectmen's Office, 135 School St, Walpole, MA 02081**